

ANNUAL REPORT

Fiscal Year 2013

7/1/12 thru 6/30/13



**DEPARTMENT OF CORRECTIONS
DIVISION OF ADULT INSTITUTIONS**

RACINE CORRECTIONAL INSTITUTION

WARDEN PAUL S. KEMPER

RACINE CORRECTIONAL INSTITUTION

STURTEVANT TRANSITIONAL FACILITY

ANNUAL REPORT FOR FISCAL YEAR 2013

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A Message from . . .

Warden Paul S. Kemper

As the Warden of the Racine Correctional Institution it is my privilege to present the Annual Report for 2013. Since our opening in May of 1991, the Racine Correctional Institution and Sturtevant Transitional Facility have continued to work toward maintaining a safe and secure environment for our staff and inmates, as well as equip the men in our charge to be successful upon release or transfer. We continuously strive to work collaboratively with our community partners and stakeholders and to be a “good neighbor” to our surrounding community.

The success of RCI and STF is based solely on one thing – our greatest asset – our hardworking, dedicated staff. It is only through their efforts that the achievements and successes found in these pages are possible. It is through their willingness to adapt to change, explore new ideas, accept and take on new challenges and maintain a high level of professionalism that we are able to continue to assist inmates along on their pathway to success.

This past year and in the years to come, we will continue to strive to build a strong community within our institutions to better serve the larger community outside. We have two relatively new committees, Workplace Enhancement and the Board of Communication, that have helped lay the foundation to build a strong inner community. We can only achieve this through open and constructive communication across all levels, transparency in our decision making and how we conduct business, and lastly, by providing a pleasant and safe work environment.

As you review these pages I’m confident you will find that the small community of RCI/STF puts forth its best effort daily for the greater good of the larger community we serve.

Thanks for taking the time to get to know us!


PAUL S. KEMPER, WARDEN

ABOUT RCI...FAST FACTS

RACINE CORRECTIONAL INSTITUTION PAUL S. KEMPER, WARDEN

Racine Correctional Institution, which includes the Sturtevant Transitional Facility, is located in Racine County within the Village of Sturtevant.

2019 Wisconsin Street
Sturtevant, WI 53177-1829
Phone: (262) 886-3214
Fax: (262) 886-3514

- **Date Opened:** May 6, 1991
- **Security Level:** Medium
- **Operating Capacity:**
RCI-1,021 Males, STF-300 Males
- **Current Population:**
RCI-1,551, STF-258
- **Security Staff:** 344 FTE
- **All Other Staff:** 173 FTE
- **Inmate to Staff Ratio:** 3.5 inmates for every staff member
- **Number of Acres:** 123.7
- **Operating Budget FY13:** \$44,327,078.46

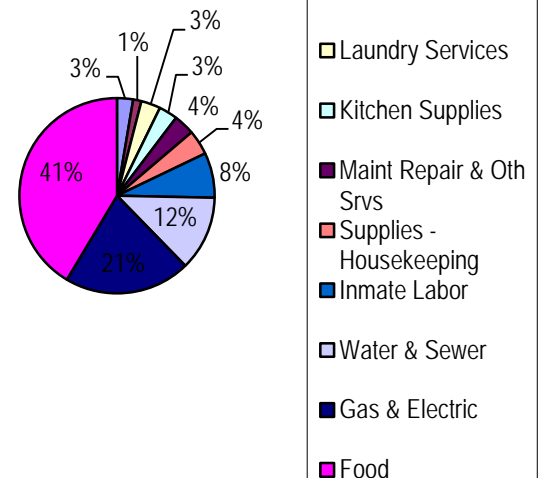


RCI/STF collected the following obligations during FY13 (\$ Amount):

| | |
|----------------------------------|-----------|
| ▪ Institution Restitution: | 191.58 |
| ▪ Child Support: | 5,521.56 |
| ▪ Victim Witness Surcharge/DNA: | 4,150.96 |
| ▪ Medical Co-Pay: | 16,372.50 |
| ▪ Court Ordered Costs and Fines: | 5,576.22 |

SUPPLIES & SERVICES (\$ Amount)

| | |
|-------------------------------------|---------------------|
| Materials & Supplies, Other | 152,199.74 |
| POS (Purchase of Service) | 78,468.98 |
| Laundry Services | 184,027.60 |
| Kitchen Supplies | 177,415.83 |
| Maintenance Repair & Other Services | 197,522.76 |
| Supplies-Housekeeping | 236,094.40 |
| Inmate Labor | 426,705.08 |
| Water & Sewer | 709,509.73 |
| Gas & Electric | 1,196,931.63 |
| Food | 2,374,548.56 |
| TOTAL | 5,733,424.31 |



HISTORIC NOTES . . .

Although the Racine Correctional Institution (RCI) officially opened its doors on May 6, 1991, part of the facility was the former St. Bonaventure Prep School. St. Bonaventure was founded in 1901 in Pulaski, Wisconsin. Originally, the school's goal was to prepare Polish youth for priesthood. The Franciscans who ran the school wanted a location to draw students from the largest Polish populations of Milwaukee and Chicago. In 1921, they moved to Sturtevant. As the years passed and interest in the priesthood decreased, the school's focus changed to preparing young men for college. In 1983, financial difficulties forced the school to close, and it was later converted into the Racine Correctional Institution.

MISSION STATEMENT: *The Racine Correctional Institution shall endeavor to protect society from harmful acts, both now, and into the future, which may be committed by offenders placed in custody for the purposes of confinement and positive change. A desirable way to pursue this mission is through an array of services aimed at the positive development of human learning, growth and meaningful behavior control.*

Looking Back

- **July 2012:** The Workplace Enhancement Committee purchased and distributed "Freeze Pops" on two separate occasions to all RCI staff members to help "beat the heat" during a month of 90+ degree weather.
- **October 2012:** The Health & Financial Fair was held with 31 vendors participating. This annual event is very successful and enjoyed by all who participate.
- **October 2012:** A Racine County Safety Fair was held at the Home Depot in Racine. RCI staff participated in this event, which was sponsored by Racine County Emergency Management, Home Depot, SE WI Citizen Corps and WE Energies. Community partners gathered to share information about their programs with the public.
- **October 2012:** Four staff blood drives were held during this fiscal year. The blood drives are sponsored by the Blood Center of Wisconsin. Staff members make appointments to donate blood at the Blood Center bus that comes to the RCI parking lot.



October 2012 & May 2013: The Belle Venture School held fall and spring inmate graduation ceremonies. Graduates received diplomas for HSED, GED, College of the Air, Custodial Trades and Culinary Arts programs. Family members of the graduates, as well as many staff members were in the audience to show their support. The inmate Color Guard and inmate musicians participated in the event.

- **November 2012:** WISN Channel 12 aired a story about the RCI Fatherread Program. This program allows fathers to be video recorded while reading a story to their child. The inmate can then send the video through the mail for their child to watch.

- **November 2012:** A staff “Blue Jean Day” was held to raise money for the United Way campaign. For a \$5 donation, non-uniform staff members were allowed to wear blue jeans for the day.
- **December 2012:** RCI staff participated in the DAI “Cell Phones for Soldiers” drive. Staff members were asked to donate their old cell phones in support of military personnel.



December 2012: A “Prose & Cons” event was held. Ms. Dasha Kelly, well-known poet and performer from Milwaukee, along with her guest poets, gave a poetry reading and performance for the inmates. The RCI classical strings appreciation group provided introductory music, demonstrating what they had been learning in class.

- **December 2012:** During the holidays, staff “adopted” a family of five through “HALO,” a local shelter. Gifts and a gift card were donated and presented to the family via HALO.
- **April 2013:** Belle Venture School was selected by Barnes & Noble to receive and distribute twenty copies of “Population: 485” by Wisconsin author Michael Perry. The book is being read and discussed by the RCI book discussion group (an RCI Belle-Venture Library inmate program).
- **May 2013:** Correctional Employee Week was celebrated with all staff being invited to participate in a Years of Service Ceremony, “Tailgate Party” with Milwaukee Brewer Famous Racing Sausages in attendance, Ice Cream Social, Cinnamon Roll Breakfast, and Inter-Institution Softball Tournament & Family Fun Day.
- **Throughout the Fiscal Year:** The Workplace Enhancement Committee held various luncheons for staff to participate in, as well as bake sales and two pot luck meals which allowed staff to show off their cooking/baking skills and socialize while enjoying them.
- **Throughout the Fiscal Year:** Dane Unit program inmates created various items for donation to local charities, shelters, nursing homes, Ronald McDonald House, hospitals, military personnel currently serving in Afghanistan, schools, and senior centers. Items that were made included: Bookmarks, Dream Catchers, Cards, Friendship Bracelets, Plants & Planters, Toy Drums, Crocheted Caps, Games, Scarves, Drawings & Lap Blankets.



Staff work hard together as well as enjoy activities together throughout the year.

In support of the mission of the Department of Corrections, the Division of Adult Institutions and individual institutions/centers, Community Relations Boards are intended to function as a mechanism for the enhancement of public education and advocacy for issues that are relevant to the operation of adult correctional institutions/centers in Wisconsin.

It is the policy of the Department of Corrections that Community Relations Boards function as a vehicle for establishing local community support for institution/center operations and to promote positive communications between the facility and local communities. Two-way communication assures the opportunity for institutions/centers to convey the mission of the Department of Corrections and to enhance community understanding of correctional programs. The RCI Community Relations Board meets quarterly with the members listed below.

CURRENT MEMBERS OF THE RCI COMMUNITY RELATIONS BOARD AND THEIR AFFILIATION



- LISA AVILA
SUPERINTENDENT, STURTEVANT TRANSITIONAL FACILITY
- HUBERT BRAUN
CHAIRPERSON, COMMUNITY REPRESENTATIVE
- GARY BUBLITZ
COMMUNITY REPRESENTATIVE
- MARILYNN DITTLOF
BOARD SECRETARY, COMMUNITY REPRESENTATIVE
- STEVE JANSEN
PRESIDENT, STURTEVANT VILLAGE BOARD
- PAUL S. KEMPER
WARDEN, RACINE CORRECTIONAL INSTITUTION
- JERROLD KLINKOSH
COMMUNITY REPRESENTATIVE
- RONALD K. MALONE
DEPUTY WARDEN, RACINE CORRECTIONAL INSTITUTION
- SEAN M. MARSCHKE
CHIEF OF POLICE, VILLAGE OF STURTEVANT



The dedicated staff of Belle Venture School contributes to public safety by engaging students, maximizing the intrinsic value of educational attainment to reduce recidivism and by providing educational programs which support institution climate and safety. There is a positive correlation between educational gains made by offenders while incarcerated and their success upon returning to the community. Our core programming - Adult Basic Education and Vocational Programs - anchor

several initiatives designed to meet the diverse needs of our prison population. Belle Venture School offers two shifts of classes, day and evening, to offer flexible enrollment opportunities to inmates who work part-time or attend programming. Enrollment at Belle Venture School averages 318 students and the school is concentrating its efforts on inmate General Educational Development (GED) completion before the new computer-based GED testing series begins in January of 2014. Many inmates are enrolled part-time; vocational students are enrolled full-time.

From January 1, 2012 to December 31, 2012, RCI administered 335 GED tests to 155 inmates; of these, 289 were passed for an 86.27% pass rate. According to RCI documentation, two hundred and thirty three (233) HSED components were completed; according to GED statistical reporting for this period, seventy (70) inmates earned a general equivalency diploma (GED). Fifty one (51) inmates earned a high school equivalency diploma (HSED). Two inmates completed a HSED through the 5.09 program. Thirty-four (34) inmates earned a vocational certificate of completion.

MATC, UW-Parkside, UW-Platteville, Louisiana State University (LSU) and other institutions are accessed for postsecondary college courses by inmates with the means to do so. Belle Venture School staff provides support with the application process and through proctoring of examinations. College Algebra is taught at Belle Venture School, with credits available through Gateway Technical College.

The following courses and programs are available to inmates at RCI:

Adult Basic Education (ABE) builds literacy skills in math, writing, speaking and reading. The ABE curriculum is designed to assist inmates in reaching the math and reading levels needed for enrollment into primary treatment and vocational programs.

Correspondence Courses are available to inmates who wish to gain further education. Working with the Guidance Counselor and Education Director, inmates with the means to do so can enroll in approved courses through UW-Platteville, Milwaukee Area Technical College, Ohio State, LSU, Penn Foster and other accredited programs. These courses give inmates the opportunity to receive college credits towards certificate programs, diplomas, or degree programs.

English Language Learners (ELL) demands remain high at RCI. Belle Venture School and the Sturtevant Transitional Facility (STF) have two bilingual teachers, two for ABE and one for Math. Six class periods per day are assigned to ELL instruction. RCI uses Spanish GED instructional materials and provides GED testing in Spanish or English or a combination. The bilingual Math instructor provides valuable instruction in two languages.

Fatheread is a program that provides an exploration of quality children's literature along with methods of expanding the experience of reading with a child. In this class, which runs approximately six weeks per session, inmates read books and then create related writings and activities to correlate with the readings. As a final activity, the inmate can be videotaped reading a book to his child and the book and DVD are then sent to the child.

5.09 is an alternative, competency-based curriculum that enables a student with learning or testing difficulties to earn a High School Equivalency Diploma. To be considered for the program the student must have a 6th grade Reading and Math level, as determined on the TABE test.

Graduation ceremonies are held minimally two times per year to honor the HSED/GED and Vocational graduates. The ceremony includes Pomp and Circumstance, a Veterans' Color Guard presentation, student speakers, guest speakers, live music and a reception prepared by the Culinary Arts program. Graduates invite family members to attend and may have photos taken with their loved ones.

Guidance and Counseling are available to all inmates. In addition to educational guidance and counseling, the Guidance Counselor's office provides a variety of services such as administering GED tests; overseeing the administering of TABE tests to all inmates entering academic programs; reviewing education files; creating appropriate school schedules for all students; responding to school-related interview requests; and coordinating proctoring and enrollment for correspondence classes.

High School Equivalency Diploma (HSED) classes prepare adult students to acquire a High School Equivalency Diploma credential that demonstrates attainment of knowledge and skills equivalent to a high school program of study. To earn an HSED, students have or acquire the skills necessary to pass the five subtests in English, Math, Social Studies, Science and Writing, and must successfully complete Health, Civics, and Employability Skills courses as well. RCI data demonstrates a high pass rate for all test takers, which provides evidence of effective student engagement and instruction. All inmates must pass all five GED tests prior to the December 2013 cutoff date. After that date, any previous GED test scores will not count for HSED completion and he will be required to start over with the new 2014 GED computer-based series.

Literacy Lab is designed to teach approximately sixty inmates to read, write, and do multi-step math word problems, which are important skills needed for obtaining a high school equivalency diploma and competing for existing jobs. Illiterate students learn how to read and develop sentence awareness while using Rosetta Stone or the Reading Horizons programs. The Plato system is a comprehensive learning program that teaches basic skills and higher order thinking skills to students that read above a third grade reading level or may be seeking their high school equivalency diploma. Access 21st Century and GED 21st Century programs are loaded with skills that help more advanced students fine tune their knowledge before taking a GED test in Reading, Writing, Math, Science, and Social Studies. Most of these programs use diagnostic tools to set up and manage individualized learning tasks and provide immediate feedback, performance reviews, and performance summaries.

Parenting classes are ongoing and focus on specific age groups of children. Specific topics covered are communication, discipline, and development appropriate for children ages 0-18; additionally, issues regarding prenatal care, health, child support, reunification with the family, sexuality, drug use, and violence in the family are covered.

Sturtevant Transitional Facility Services: Belle Venture School allocates one full-time instructor to provide education opportunities for inmates at STF. Thus, inmates continue to prepare for, register and complete official GED examinations to obtain jobs in the community.

Vocational Program and Apprenticeship: Culinary Arts/ Bakery and Custodial Services are the vocational programs offered at Belle Venture School. These programs lead to a certificate of completion issued by Gateway Technical College.

- **Culinary Arts:** This program operates in partnership with the Bureau of Apprenticeship Standards. Twelve to 15 students are enrolled in the Culinary Arts program at any one time. We have one bakery and three culinary apprenticeship positions. Upon completion of the Culinary Arts program, graduates are afforded an opportunity to enter the Restaurant Cook Apprenticeship. Students gain valuable experience in all aspects of the food service process. The culinary arts training kitchen has an earned reputation for excellence.

- **Custodial Services Program:** This began at RCI in 2010. The program graduates between 30 and 40 students annually. The Custodial Services program works jointly with the Department of Workforce Development to offer students the opportunity to earn an Apprenticeship Certificate issued by the DWD. Custodial Services program graduates are awarded certification to demonstrate to future employers the skills and abilities obtained in the program. The Custodial Services instructor assists in the placement of graduates in custodial roles inside the institution for continuation of apprenticeship hours prior to release, as available.

Inmates who have completed Wisconsin Technical College System approved certification programs at other facilities are or may be eligible to register with DWD to complete required apprenticeship hours through related employment at RCI or STF.

Wisconsin Institutions Literacy Council: The DOC tutor training program remains very active at Racine Correctional Institution. The training is offered twice per year to prepare inmates to support the curricula in most classes, including ABE, HSED, and ELL. On average, Belle Venture School employed 25 tutors, averaging 800 hours of tutoring per month. Tutors are required to attend a forty-hour training program. They also participate in the Diversity Circle Group Training, a five session program sponsored by UW-Parkside and Belle Venture School.

FOCUS ON REENTRY



To support the Reentry initiative, the Employment Resource Center (ERC), located in the Education Department, developed additional programming and enhanced the services it provides to assist individuals with their pre-release preparation. Competencies in pre-release curriculum modules one through nine can be completed in the ERC by attending workshops and classes. Module ten is transitional preparation that inmates address with their social worker and agent of record four to six months prior to release.

It was determined that the inmates were deriving little benefit from the self-study approach to Reentry. To address this deficit the ERC went to a seminar/workshop approach to completing the modules. All competencies for each module are done during the seminar time. Seminars run from two to ten days depending on the module. It was found that this method increased student interaction with the material and enhanced learning.

Another change undertaken by Reentry was to go to an MR (Mandatory Release date) based approach to assigning inmates to a Reentry class rather than who signed up first. It was thought this method was more in line with the DOC mission of providing inmates who were closest to the “street” the services that they needed. In order to facilitate this change the Reentry database was redone to include MR dates. When a class is created, those with the earliest date to release are offered the class first.

The ERC is now offering evening Reentry classes for inmates who have a job, school, or program conflict that prevents them from participating in daytime Reentry. Currently we are only offering Employability, but anticipate adding other modules as inmate demand dictates.

Reentry at RCI is also developing a way to standardize and systematize the completion of Module Three. A series of three workshops has been proposed to help with the process. The goal is that Inmates releasing within seven months will have all Module Ten competencies completed.

RCI offers the following classes:

- **American Red Cross CPR/AED/Standard First Aid** offered to inmates helps them to complete Module One, Competency Five for Reentry. Upon successful completion of the course, inmates

may elect to be certified by the American Red Cross in both CPR/AED-Adult and Standard First Aid. The Instructor position and course offered is certified by the American Red Cross.

- **Community Advocates** is a presentation given by Community Advocates of Milwaukee. It is a two-hour class filled with information about housing rentals. It addresses leases, rental agreements and financial obligations as well as budgeting, written and verbal landlord tenant interactions, and some legal aspects of renting. The class gives valuable tips about what to look for before you rent, what to look for when looking at an apartment or house, and what to do when leaving a lease or rental property.
- **Health Care** is offered through a community partnership with the Aids Resource Center, where a volunteer addresses AIDS, STD's and personal self-care. Additionally, we have partnered with the Sixteenth Street Health Community Center of Milwaukee which provides the same services to Hispanic speaking inmates.
- **Inside Out Dads** class uses a research-based curriculum developed by the National Fatherhood Initiative for use in Corrections. The 32 hours of classroom instruction focuses on the father role. Topics covered are masculinity, family history of parenting, spirituality, expressing emotions appropriately, relationships with the mothers/caretakers, expectations for children, and child development.
- **Masculinity** is a workshop that encourages men to identify their sex and gender biases and to explore/examine how these assumptions may lead to violence against women. This workshop is skillfully facilitated by volunteers from Lutheran Social Services.
- **Money Management** is a key component of reintegration. Topics studied include banking terminology, budgeting, federal consumer protection laws, savings and checking accounts, loans and credit cards, protection from shady business practices and identity theft, investing and general consumer information. This class continues to be very popular.
- **Nurturing Fathers** is a class offered by a volunteer one time a week for eight weeks and teaches simple basics of child support and how to become a more nurturing father.
- **Resources for Release** is a two-hour presentation discussing the obstacles, stigmas and barriers that released inmates will encounter during the post release job search. This presenter knows what he is talking about as this was his journey. He brings firsthand knowledge of the construction trades and how to apply for an apprenticeship and training through the union.
- **Victim Impact** is a powerful presentation by a community volunteer whose daughter remains missing. The workshop discusses the impact of crime on victims and their families. This two hour workshop has been showcased by local NBC affiliate Channel 4 in a news story about the crime and the volunteer's non-profit organization, the Broken Wings Network.
- **Within My Reach** involves eight two-hour sessions addressing relationships and the conflict within relationships. This program is offered through a community partnership with the Center for Self-Sufficiency.

LIBRARY SERVICES



The RCI library is a full functioning library which was recognized as the number one prison library in the country for services and materials offered (Home Online Universities Blog, 2010). So far this year, we have had 48,525 inmate visits to the library to check out over 91,000 items or use one of the many services provided (this reflects an average of 4,044 visits per month). Besides material checkout, other library services include the purchase of

photocopies for personal as well as legal use and inter-library loan service (to date over 2,800 books have been loaned by other libraries for use by RCI inmates).

Law Library: In the RCI Law Library, inmates may use stand-alone computers for preparing legal briefs and/or materials for submission to courts in regards to their cases/appeals, law computers with LexisNexis for legal research, typewriters, and a vast selection of legal books and forms--in all, over 490 reference books and materials. The few materials not available through the print and electronic resources can be made available via inter-library legal loans.

There are ten computer stations with closed network access of the law database, LexisNexis -- a user-friendly database of state and federal cases and case law that eliminates the need for many legal print subscriptions -- as well as six stand-alone computers that inmates may use to prepare legal briefs and motions on disk for submission to one of the state or federal courts. These motions and briefs are then printed at the same cost as general copies. Our Law Library usage averages 200 inmates per month.

Fiction: The general collection of fiction materials offers over 8,300 general fiction titles, 300 large print titles and 721 Spanish titles. We have also added easy read and young adult titles for use by inmates who require such materials. Our non-fiction selection includes over 5,500 non-fiction titles, 273 Spanish titles and 44 large-print titles.



While the Library has been extremely fortunate by having public libraries, technical school libraries, private and public donations of books in most categories, we are always grateful for donations of gently read current fiction, non-fiction and periodicals as gifts to update our collection. These may come from any staff member or friends and families of same.

Segregation Library / Law Library: The library is also responsible for updating both the RCI Segregation Library/Law Library and the STF Library/Law Library with materials. In addition, computerized access of the closed LexisNexis system is available at both libraries as well as printed legal materials. The RCI Segregation Library receives used paperback books for use by segregation inmates. The unit libraries are also updated with donated materials which the main library passes on.

“Prose & Cons”: *Prose & Cons*, RCI’s premier creative writing program, continues the tradition it started several years ago with instruction in writing formats, exercises in poetry and short story writing, and performances by our talented group of inmate writers. We stress creativity and originality, while we urge each of our writers to strive to be the best they can be and to reach for the satisfaction of doing something others only dream of. We also continue to enjoy the friendship of nationally known author, poet, and director of *Still Waters Collective*, Ms. Dasha Kelly, who visits with us as often as she can.

“Classical Strings”: One of our popular program offerings, *Classical Strings* is RCI’s only guitar instruction program. The class combines classical guitar instruction with music appreciation, including a section on original composition based on knowledge gleaned from the masters of classical music. Many of the past participants of this class have gone on to provide music for the graduation ceremony for Belle Venture School, as well as chapel events and recreation department concert fundraisers. We are looking forward to expanding the program in the coming year!

“Second Hand Words”: The book discussion group *Second Hand Words* is still in its infant stages, experiencing growth in both membership and its desire to read something other than sports, gossip or entertainment magazines, fantasy, crime or urban novels. Biographies of Jack Kerouac and Allan Ginsberg, George Orwell’s 1984, Maya Angelou’s I Know Why the Caged Bird Sings, and most recently, 911, the Day the World Came to Town are the books read and which continue to spark the imagination and create lively discussions, branching from these and other titles.

The Health Services Unit (HSU) provides first and second shift nursing coverage, with nursing staff available on-call during third shift. This includes sick call, urgent, emergency, and chronic care. The physician schedules on-site medical appointments with inmates as needed.

Lab testing, EKG, X-Ray, optical, physical therapy, and prescription medication refills are taken care of in the HSU. Additionally, psychiatric appointments are scheduled by HSU staff.

STATISTICS FOR HEALTH CARE SERVICES PROVIDED

| PROVIDER | RCI NO. OF CONTACTS | STF NO. OF CONTACTS |
|-------------------------------|------------------------|--------------------------|
| Physician | 2,907 | 1,288 |
| Nurse Practitioner | 1,593 | n/a |
| X-Rays | 316 | 24 |
| Dental | 2,058 | 628 |
| Psychiatrist | 2,324 | 413 |
| Optometrist | 441 | Included in RCI Contacts |
| Off-Site Visits - Not UW-Hosp | 200 | 50 |
| Off-Site Visits - UW-Hosp | 817 | 62 |
| RN Sick Call/Appointments | 19,443 | 8,624 |
| TOTAL | 30,099 | 11,089 |

Referrals for specialty care and treatment are done through the HSU and the RCI physician. The RCI physician reviews recommendations from outside providers, such as UW-Madison Hospital and Clinics.

HUMAN RESOURCES

Racine Correctional Institution is committed to providing training and development to all employees. All new hires receive in-service training during their initial six months of employment.

Monthly training sessions are held at the institution to enhance knowledge and skills necessary to promote personal and professional growth of employees. The first Monday of every month is "Training Day," and employees are encouraged to participate in a variety of classes.

Employees also take advantage of programs outside of the institution. These include conferences, meetings, workshops, seminars and classes. Some of the programs attended in FY13 included Crisis Negotiations, National Incident Management System & Incident Command System, Gang Crime Seminars, Disaster Management and Adult Literacy Conference.

EMPLOYEE SERVICES PROGRAM

The Employee Services Program (ESP) serves to provide information and referral service for RCI employees and their families who may be experiencing financial, marital, alcohol and/or other drug abuse problems or other personal crisis. Ten staff members, representing almost all departments within the

institution (from all three shifts), are available to function as peer supporters. Peer supporters are trained to link employees in need with appropriate resources.

The Department has contracted with “LifeMatters” professional services as a valuable resource, offering a 24-hour helpline, professional assessment and goal-oriented problem solving for challenging situations.



The ESP oversees Critical Incident Stress Debriefing (CISD). The purpose and goal of this program is to provide prompt and affirmative intervention to employees who experience job-related incidents with the potential of producing sudden psychological trauma. The trauma could be sufficient enough to jeopardize an employee’s performance on the job and/or wellbeing in other areas of life.

Critical incident stress results from “exposure to or involvement in an event that is outside the range of usual human experience that would be markedly distressing to almost anyone,” such as:

- Being taken hostage
- Actual or attempted physical/sexual assault
- Being involved in or witnessing the death of a co-worker or inmate

Critical Incident Stress Debriefing aims to defuse potential post-traumatic stress and other stress symptoms. It enables emotional ventilation and stress education. Debriefings are conducted to help people become aware of their reactions, normalize feelings, increase coping skills and to give and receive support. Preventing normal short-term reactions from turning into more serious, costly, long-term consequences is also a goal.

HEALTH AND SAFETY COMMITTEE

Per a Department of Corrections directive, each institution must have a Health and Safety Committee. Its responsibilities include: safety inspections, accident reviews, safety-related incident reviews, promotion of health and safety awareness, and attendance at health and safety meetings. In FY13 the Health and Safety Committee hosted blood drives and provided a variety of training to institution staff on health and safety topics. In addition, they sponsored a Health & Financial Fair for staff, with 31 vendors participating.

INMATE COMPLAINTS

FY2013 ANNUAL REPORT

The Wisconsin Department of Corrections provides inmates with the necessary resources to address their grievances. RCI/STF staff works proactively with inmates to utilize informal, effective methods of resolution for a favorable outcome and positive institution climate. Inmates are directed to follow chain-of-command, which further expedites the Inmate Complaint process.

| Inmate Complaint Tracking System | | | | | |
|--|-----------------------------|-------------------|--|-----------------------------|-------------------|
| Subject of Complaint | RCI | | | STF | |
| | Number of Complaints | Percentage | | Number of Complaints | Percentage |
| Breach of Confidential Health Info (HIPAA) | 0 | 0.0% | | 0 | 0.0% |
| Bureau of Correctional Enterprises | 0 | 0.0% | | 0 | 0.0% |
| Classification | 2 | 0.4% | | 1 | 2.0% |
| Correspondence & Publications | 17 | 3.8% | | 2 | 4.1% |
| Dental | 1 | 0.2% | | 0 | 0.0% |
| Discipline | 38 | 8.4% | | 2 | 4.1% |
| Discrimination | 1 | 0.2% | | 0 | 0.0% |
| Food | 8 | 1.8% | | 1 | 2.0% |

| | | | | |
|--------------------------------|-----|-------|----|-------|
| Inmate Accounts | 1 | 0.2% | 0 | 0.0% |
| Inmate Complaint Review System | 8 | 1.8% | 5 | 10.2% |
| Inmate Sexual Misconduct | 3 | 0.7% | 0 | 0.0% |
| Medical | 81 | 18.0% | 4 | 8.2% |
| Mental Health | 10 | 2.2% | 0 | 0.0% |
| Other | 50 | 11.1% | 5 | 10.2% |
| Parole | 0 | 0.0% | 0 | 0.0% |
| Personal Physical Conditions | 8 | 1.8% | 2 | 4.1% |
| Personal Property | 144 | 32.0% | 12 | 24.5% |
| Psychiatry | 0 | 0.0% | 0 | 0.0% |
| Psychology | 0 | 0.0% | 0 | 0.0% |
| Religion | 1 | 0.2% | 0 | 0.0% |
| Rules | 2 | 0.4% | 1 | 2.0% |
| Staff | 28 | 6.2% | 8 | 16.3% |
| Staff Misconduct | 0 | 0.0% | 0 | 0.0% |
| Staff Sexual Misconduct | 6 | 1.3% | 2 | 4.1% |
| Visiting | 24 | 5.3% | 2 | 4.1% |
| Work and School Programs | 17 | 3.8% | 2 | 4.1% |

| Complaint Dispositions | RCI | | STF | |
|------------------------|----------------------|------------|----------------------|------------|
| | Number of Complaints | Percentage | Number of Complaints | Percentage |
| Affirmed | 24 | 7.38% | 0 | 0% |
| Dismissed | 105 | 32.31% | 20 | 43.47% |
| Informally Resolved | 0 | 0% | 0 | 0% |
| Rejected | 196 | 60.30% | 26 | 56.52% |
| Withdrawn | 0 | 0% | 0 | 0% |

MANAGEMENT SERVICES

FY2013 ANNUAL REPORT

Management Services provides major supportive services to the entire institution, RCI/STF. Management Services includes Business Administration (including management of the operating budget), Business Office operations (including Inmate Accounts, Accounts Payable, Purchasing, Stores, Clothing, Canteen operations and IT services), the Food Service Department and the Buildings and Grounds Department.

BUILDINGS AND GROUNDS (MAINTENANCE) DEPARTMENT

The year proved to be very challenging for the RCI Maintenance Department. With several major projects involving the replacement of old, failing equipment, as well as the constant flow of work orders, the department struggled to keep pace with demand. This was compounded by the departure of several experienced staff and the necessary time to fill those vacancies. Our paint crew was a major bright spot, with new, innovative ways to paint cells, lockers, and desks, with minimum disruption to the institution. A schedule was also developed to put all areas of the institution in a rotation, ensuring that these areas would be repainted in a timely fashion. The number of work orders completed does not nearly represent the number of issues resolved by our department. Our staff needs to be commended for doing more, with less.

Completed Work Orders

2,839 preventive maintenance work orders

5,432 recorded work orders

Some of the many accomplishments of the Maintenance Department:

- In-house renovation of the Rock Unit
- Converted old steam boiler room into RCI Maintenance Paint Shop

- Repaired 2" heating lines in the warehouse
- Corrected new kitchen dish machine exhaust hood and fan motor
- Completed repainting of RCI gym, weight rooms and all common areas
- Repaired and re-secured security grills and louvers in RCI gym
- Converted old paint shop into Electrical Parts Room and inventoried parts
- Set up chillers for 2013 State-mandated Eddy Current testing
- Repaired two Ozaukee Unit heat pumps and electrical conduit/wiring
- Installed large security shredder on loading dock for recycling operation
- Installed 3rd paper compactor for recycling operation
- Fabricated two ceremonial flag stands for Central Office
- Substantial completion of RCI Gatehouse security enhancement project
- Completed 9 of 12 housing units and support building repair as part of the repainting project



● BUSINESS OFFICE

The Business Office provides all of the accounting and procurement functions for the entire institution. These functions include: inmate trust account activity; accounts payable and receivable; inmate payroll; the maintenance of the major asset inventory; all purchasing and the provision of support to the Canteen and Stores (Warehouse) operations.

The Business Office staff, under the direction of the Financial Program Supervisor, is comprised of a Financial Specialist 4, a Financial Specialist 3, four Financial Specialist 2's, an Inventory Control Coordinator Advanced, two Inventory Control Coordinators, and numerous Correctional Officer staff providing support and security.

The Business Office processed the following:

- 5,483 checks requested by inmates
- 608 purchase order requests for institutional purchases
- Paid/processed 1,999 invoice vouchers for a total of \$6,265,474.82; 234 journal vouchers, 51 deposit vouchers and 202 travel vouchers during the fiscal year
- The increased use of purchasing cards resulted in a reduction of direct billing. Totals for FY13 equaled \$638,308.68.

● FOOD SERVICE DEPARTMENT



The STF kitchen operates semi-independently with supplies and support from RCI to feed their population of 300 inmates. Menus and special diets are the same as RCI's, which saves money in purchasing. Many of the Food Service Leaders have been cross-trained to work at both facilities.

RCI's new bakery area enables us to make bread, buns, etc. for both RCI and STF, which is much less costly than purchasing those items.

Accomplishments:

- Food service is no longer a 24-hour a day operation; we are now open 16 hours per day, 7 days per week with third shift no longer needed.
- Food Service produced, delivered and served 1,823,760 meals at RCI and 300,664 at STF for a total of 2,124,424 meals.

● OPERATING BUDGET

The Operating Budget for FY13 was 44,327,078.46. The purpose of the Operating Budget is to provide for the staffing, equipment, supplies and services and other necessary activities needed to effectively operate and maintain the facility in accordance with its Mission Statement. We must, through our efforts, help ensure that we adhere to the statutory provisions, administrative code requirements and relevant DOC/DAI policies, procedures and directives at all times.

Sturtevant Transitional Facility's seventh year of operation helped refine an operational cost strategy. STF's minimum population and mission presented new scenarios with regard to supply & service needs. As a major urban correctional facility, RCI/STF is one of the largest institutions in the Wisconsin Department of Corrections. The combined population of RCI/STF averaged 1,825 male felons per month in FY13. We experience several hundred inmate transfers a year. This level of change exacerbates service delivery and increases costs. Nonetheless, RCI/STF continues to live within its means. We were able to manage our resources in both the salary and non-salary budget areas with no adverse impact on operations. In fact, our cost per capita continues to remain among the lowest in the Department. This is attributable to our management philosophy, the quality of our staff, budget oversight and basic staffing levels.

RCI/STF Informational Technology (IT) was improved as follows:

- Upgraded the operating system to Windows 7
- Migrated the Microsoft Office Suite from Office 2003 to Office 2010

Detail on actual expenditures and revenues for the institution can be found in the Annual Fiscal Report, prepared by the Wisconsin DOC, year ending June 30, 2013.

● WAREHOUSE (STORES), CANTEEN AND CLOTHING/LAUNDRY

The Warehouse (Stores) operation receives all incoming deliveries, ships out all outgoing items, and distributes merchandise to the appropriate areas of the institution. Warehouse staff manages all stock items and fills supply orders for all departments.

Shipping packages out of the institution is accomplished by utilizing UPS and Spee-Dee delivery service. The process gives us current shipping costs immediately, which has decreased our need to correct shipping costs charged to inmates and has decreased the number of corrections needed due to incorrect addresses.

Canteen processed an average of 760 inmate orders per week with sales for FY13 totaling \$1,112,628.86.

A collaborative effort between the Business Office and Canteen resulted in the improved monitoring of the Canteen account.



WASH Laundry Services provided 34 token-operated washers and dryers that allowed inmates to wash their own personal clothing items on their housing units. The washer and dryer contract with WASH Laundry was terminated at the end of the fiscal year and continues to provide services during the interim. The bid solicitation is in process to establish a new contract for this service.

Badger State Industries (BSI) provides all other laundry services for RCI & STF. This includes items such as linens, inmate clothing ("greens") and inmates' recreational clothing.

The Correctional Management Services Director, with the support of the Secretary Confidential and Office Operations Associate, has the primary responsibility for these activities and the general oversight of Management Services.

AMERICANS WITH DISABILITIES ACT**ADA**

Racine Correctional Institution is committed to assuring fair and equitable treatment of individuals with disabilities who are under RCI supervision or who seek access to its services, programs or activities. *(A disability is a physical or mental impairment that substantially limits one or more major life activities of such an individual).* This includes reasonable accommodation that enables a qualified person with a disability equal access, participation, and benefits of programs, services and activities. Such accommodation, however, shall not impose undue hardship on Racine Correctional Institution or compromise the safety or security of staff, inmates or the public.

With respect to this, RCI staff members are encouraged to review the newly developed DOC online ADA training located on myDOC (the DOC intranet system). This training is an overview of the Americans with Disabilities Act and provides information and guidelines for assisting those with disabilities, including inmates, other staff members, and the public. To this end, to ensure that we are in compliance with the law, RCI has established the following:

- ADA Coordinator: The Program Supervisor has been identified by Racine Correctional Institution to receive and process requests for accommodations from inmates or members of the public.
- ADA Committee: Committee members include the Chief Psychologist, Health Services Unit Manager, Superintendent of Buildings & Grounds, Corrections Unit Supervisor and Program Supervisor. This group meets on a quarterly basis to address any and all ADA issues and to ensure we are in compliance with the law.
- RCI ADA Coordinators: Tommie Thomas 262-886-3214 ext. 1245
Aisha Flint 262-886-3214 ext. 3592

CHAPLAIN SERVICES

RCI is extremely fortunate to have the services of many committed volunteers to assist in providing a variety of services to inmates. The time and effort they donate is greatly appreciated. Without volunteers, RCI would not have the ability to offer the diverse programs we have today.

During FY 2013:

| | |
|---|----------|
| Religious Volunteer Visits: | 4,119 |
| Hours of Volunteer Service Provided: | 6,245 |
| Attendance by Inmates: | 41,297 |
| Hours of Participation by Inmates: | 62,607 |
| Donated Greeting Cards Distributed: | 13,228 |
| Pastoral Visits: | 328 |
| Inmate Pastoral Visits: | 406 |
| Chaplain Counseling Sessions: | 603 |
| Estimated dollar amount of donated religious books, Bibles, Qur'ans, DVD's, etc.: | \$30,572 |

There were 33 Special Events held, with a total of 75 volunteers and 2,969 inmates participating.

Many of our volunteers increased their service to the institution. This in turn resulted in more volunteer hours offered for the inmates, allowing us to provide more quality programming to meet their religious needs.

Religious Programming Offered

| | | |
|-------------------------------------|-----------------------------------|-------------------------------------|
| After Prison Fellowship | Islamic Feast | Narcotics Anonymous |
| Alcoholics Anonymous W/Th | Islamic Jumu'ah Service | Native American Drum Practice |
| Apostolic Faith Bible Study W/Th | Islamic Seminar | Native American Feast |
| Biblical Foundations Study | Islamic Taleem M/W | Native American Pipe & Drum |
| Buddhist Celebratory Meal | Jehovah Witness-English | Native American Sweat Lodge |
| Buddhist Service | Jehovah Witness-Spanish | Prison Fellowship |
| Catholic Bible Study | Jewish Service ALEPH Visitations | Prison Fellowship Apologetics Study |
| Catholic Mass | Jewish Service Cheshvah | Protestant Sunday School |
| Chapel Religious Library | Jewish Service Feast | Protestant Worship |
| Chapel Religious Media | Jewish Service Purim | Seek and Find Bible Study |
| Chapel Religious Sign-Up | Keys to the Kingdom Study | Spiritual Foundations (AODA) |
| Choir Rehearsal Tu/Th/F | Lion of Judah Bible Study | Truth Project Study-Group 1 |
| Christian Bible Study | Marriage Seminar | Truth Project Study-Group 2 |
| Dr. Stampley Bible Study | Morning Contemplative Prayer | Veterans' Activities |
| Hispanic Bible Study | Morning Prayer/Study M/Tu/We/Th/F | Wiccan/Pagan Feast |
| Hispanic Choir Practice Tu/W/Th/Sat | Musicians' Rehearsal | Wiccan/Pagan Service |
| In Prison Community Bible Study | | |

RECREATION

There is no shortage of recreational opportunities or special events at RCI. Inmates are highly motivated to participate in all of the intramural activities as well as special events that occur throughout the year. Whether their participation is for team recognition or just personal benefit, everyone can get something out of these activities.

CHARITY EVENTS

Periodically, throughout the year, the Recreation Department holds special events for the purpose of charitable donations. These events may vary from year to year, but the good that the donations do for the beneficiaries is immeasurable. Contributors also gain a sense of giving back to the community, which can be an emotional uplift for the inmates. Some of the charitable events the Recreation Department held this year were:

- ✦ Inmate Groups Performing Battle of the Bands Concert
- ✦ Charity Haircut Events
- ✦ College All-Star Basketball Game

Recreation staff also oversees the Teddy Bear Program, which is implemented by Charity Craft personnel. A Recreation Leader is assigned to oversee the needs of the program and secure fabric, fur, bear stuffing, yarn and miscellaneous odds and ends that are provided by donations, as well as handling the occasional purchases necessary to make the program a success.

FITNESS PROGRAMS

Cardio-Fitness Exercise Program

The Cardio-Fitness Exercise Program was introduced in 2003 and has been revamped and reconfigured several times over the years. None-the-less, it continues to have massive appeal among the inmate population. Its popularity is not limited to inmates at RCI, as other institutions have inquired about how they can get a similar program started at their institution. The basis of our program is relatively simple; in a closely monitored class-like setting, led by an inmate working for the Recreation Department, up to fifty

inmates participate in organized cardio exercises that provide them the opportunity to gain better overall health through vigorous physical exercise. Each man's progress is recorded and tracked so he can monitor his own progress during the course of his individual program.

Fleet Feet for Fitness



The 75 member Fleet Feet for Fitness Run/Walk Club gives inmates an opportunity to walk or run their way to better health during a six-month membership period. During this time, provided the rules of membership are not violated, members may use the running track at any time during the day or evening as long as the track is open. Of course, rule violations are quickly dealt with. Sanctions are imposed for rule violations as well as DOC 303 Code violations. Members, operating on an "honor" system, are required to record a minimum amount of mileage each week, which gets turned in to the Recreation Office. Membership also requires members to participate in activities deemed necessary by Recreation Staff, such as the Aids Walk benefit.

SPECIAL & HOLIDAY EVENTS

In addition to intramural competitions, the Recreation Department staff provides special sporting competitions in celebration of various holidays. This year, the recreation staff has provided the events listed below as "Special" and "Holiday Events".

Bingo
Musical Concerts
Haircuts for Charity
Cribbage/Scrabble/Spades Tournament
Brother Bob's Basketball Tournament
Brother Bob's Volleyball Tournament
Kickball Tournament
Soccer Tournament

Softball Tournament
Horseshoe Tournaments
College All-Star Basketball Game
Community All Star Basketball Game
Ping Pong Tournament
Volleyball Tournament
Ironman Competition

SPORTS

Regularly scheduled intramural sports presented new challenges for spirited competition among inmate teams that registered to compete. Recreation staff proudly provides the following activities as intramural competitions:

- ✦ Soccer
- ✦ Basketball
(no age restrictions)
- ✦ 35+ Basketball
(for men 35 years & older)



- ✦ Handball (singles)
- ✦ Handball (doubles)
- ✦ Softball - 12"
- ✦ Indoor Volleyball
(6-man teams)

Outdoor intramural volleyball has been slow in returning since its demise in 2009 when the area used for volleyball was eliminated due to the construction of a new food service facility. Now that the new facility is in place, a different location is being sought for outdoor volleyball courts. In the meantime, the Recreation Department keeps outdoor volleyball alive by holding brief tournaments and special games. Hopefully, next season will see an intramural league with new outdoor courts.

OTHER

The Recreation Department operates a fully equipped, three-chair barbershop where inmate barbers cut inmates' hair seven days a week. Given by appointment only, inmates must schedule their haircut at least 24-hours in advance and must be properly attired when they arrive or risk losing their privilege for a thirty-day period.

The RCI recreation staff also provides recreation opportunities, equipment and programming for the Sturtevant Transitional Facility. STF is a 300-bed facility on RCI grounds, housing minimum and medium security inmates.

STUDENT INTERNSHIP PROGRAM

RCI is committed to collaborating with colleges and universities to provide meaningful learning opportunities for student interns. The intern will experience the vast complexities of the Department of Corrections as it relates to policies and procedures, security, treatment, and classification of offenders. Internships are available at RCI in the areas of Social Work, Education and Psychological Services.

The student that participates in the intern program may benefit by:

- developing individualized and specific areas to experience;
- obtaining mentorship from an experienced Corrections professional;
- working with a multi-discipline professional staff.

VOLUNTEERS

Racine Correctional Institution currently has a roster of approximately 155 volunteers, with more than eighty of them being long-term volunteers. These dedicated community members provide services to:



- | | | |
|------------------------|-----------------------|--------------------------|
| ▪ Alcoholics Anonymous | ▪ Narcotics Anonymous | ▪ Truth Project |
| ▪ Charity Crafts | ▪ Recreation | ▪ Re-Unification Project |
| ▪ Education | ▪ Religious Services | ▪ Reentry |

While some of our volunteers may only be able to provide a few hours of service each year, many provide service for several hours each week. No matter what the amount, their services are extremely valuable.

All new volunteers are given an orientation to the institution and to DOC policies and procedures. All new and ongoing volunteers also receive mandatory training in PREA (Prison Rape Elimination Act).

PROGRAMMING

FY2013 ANNUAL REPORT

ANGER MANAGEMENT GROUP INTERVENTION PROGRAM

The Anger Management Group Intervention Program provides participants with tools to effectively manage anger.

The goals of the Anger Management Program are:

- To provide group intervention to assist inmates in increasing their ability to deal with anger appropriately;
- To provide group counseling for inmates that focuses on inmate responsibility for violent behavior, and development of skills and techniques for the prevention of violence;

- To provide inmates with educational information regarding Anger Management and Impulse Control;
- The ultimate goal of Anger Management groups is to protect the community from criminal behavior by reducing the inmate's risk of reoffending.

The core elements of the Anger Management Program Include:

- Personal responsibility
- Recognizing the bodily signals and behaviors of anger
- Identifying levels of anger
- Learning to use an anger journal to identify signals and behaviors
- Communication Skills (convincing, negotiating, asking for help, making a complaint, giving and receiving positive/negative feedback, handling criticism and provocation)
- Using time-out as a tool for controlling inappropriate anger responses
- Alternatives to violence
- Conflict resolution skills
- Dealing with the effects of alcohol and other drugs upon anger
- Identifying feelings and learning to communicate about them
- Becoming assertive instead of being non-assertive or aggressive
- Identifying and reducing the stress in your life

The Anger Management Group Intervention Program is facilitated by institution Social Workers during twelve two-hour group sessions.

Enrolled: 35 Completed: 11

CAGE YOUR RAGE

WAUKESHA UNIT

An Inmate's Guide to Anger Control

Cage Your Rage is based on an anger management program used successfully at several Canadian institutions, offered by the ACA throughout the U.S., and introduced to the Segregation population at RCI in June of 1994.

This four-week program helps inmates recognize their angry feelings, learn their causes, and deal with them in a new way - a responsible way.

- The program utilizes a workbook in conjunction with audio/visual materials, class discussion, and additional resources for in-cell study. Participants learn to identify emotional, physical, and cognitive triggers of anger and aggression. Active practical alternatives to aggressive behavior - conflict resolution, relaxation techniques, positive expression of aggression, and self-de-escalation - are explored. Communication skills are stressed.
- Cage Your Rage is facilitated by Psychological Services and is specifically designed to provide programming for those housed in Segregation. Four inmates participate in each cycle.

Enrolled: 8 Completed: 6

COGNITIVE GROUP INTERVENTIONS PROGRAM (CGIP)

WASHINGTON UNIT

Phase 1 & 2

Phase 1 & 2 is a sixteen-week skills-based program aimed at achieving long-term change rather than short-term compliance on the part of the inmate's behavior. Inmates learn to identify habits of thinking that directly connect with their criminal behavior, and to see and appreciate the scope of the

consequences of their present ways of thinking. Also, they learn to utilize techniques of controlling and changing these habits of thinking.

Enrolled: 72

Completed: 64

COPING SKILLS GROUP

WAUKESHA UNIT

- The Coping Skills Group was introduced to the unit 9/30/2009. This eight-week program focuses on helping the inmate develop healthier, more effective coping strategies to calm his internal emotional state.
- The inmate is expected to benefit in one or more of the following ways: lowering subjective stress level (e.g., decreased anxiety/depressive symptoms); improving quality of sleep; increasing frustration tolerance; and improving overall physical and emotional well-being.
- The areas covered include: awareness of behavior (thinking cycle); anxiety; frustration; coping with loss (stages of grief); goal-setting; anger; identifying and correcting thought distortions; assertiveness and communication styles.
- Relaxation and coping skills are introduced in a group environment; however the goal is for the inmate to be able to utilize these techniques on his own (e.g., mindfulness and deep breathing exercises; positive self-talk; progressive and passive muscle relaxation; imagery and relaxation techniques).
- Four inmates participate in each cycle.
- The program was suspended in FY2013 due to a staff shortage, however will resume in FY2014.

• Enrolled for FY13: 0

Completed in FY13: 0

Program Resuming in FY14

DEPRESSION AND ANXIETY GROUP

Depression and Anxiety Group is for inmates with identified mental health concerns in the General Population at RCI. It is a three-to-four month program facilitated by Psychological Services. The group focuses on helping the participant identify and heal psychological symptoms of depression, anxiety, and other psychological maladies. Rational Emotive Therapy is the primary form of therapy provided. The group is offered continuously, with 12 participants per group.

Group Ending 7/2012: 4 completed

Group Ending 12/2012: 10 Enrolled, 6 Dropped Out, 4 Completed

Group started 6/25/2013: 12 Enrolled

DOMESTIC VIOLENCE

OZAUKEE UNIT

Inmates examine their pattern of problematic behavior in domestic relationships and develop strategies to deal with them more effectively. Domestic Violence is a six-month program facilitated by unit Social Workers. Inmates participate in a clinical evaluation to determine their level of readiness and appropriateness for treatment. Only appropriate inmates are accepted into the program. The program meets once a week for a minimum of 26 weeks. There are approximately fifteen inmates in a group.

The program has psycho-educational and process components. Each inmate will be presented information on topics including: impact of violence on women and children; cycle of violence; power and control; rational and irrational thoughts; core beliefs that lead to violence; methods to challenge and

change the core beliefs; relapse prevention; and components of a healthy relationship. Written and reading homework is given on a weekly basis.

The program requires maintaining a journal and writing an autobiography. Each inmate will have the opportunity to process this material in group and apply it to his life. During the process of the group at least two evaluations are performed, one at about the seventh session and one upon completion.

There were no groups held during FY13 due to staff vacancies. Groups began again on 7/9/13.

Currently Enrolled: 13

EARNED RELEASE PROGRAM (ERP)

DANE UNIT

The Earned Release Program (ERP) began at RCI in December 2007. Our current staffing pattern is six Social Workers and five Treatment Specialists providing substance abuse treatment. All Social Workers and Treatment Specialists have Substance Abuse Counselor certifications. Each group has ten participants in a close-ended group, thus having the capability of providing treatment for 110 participants in the program at one time. Our goal is to have twelve Social Workers/Treatment Specialists providing substance abuse treatment with the ability to serve 120 participants at one time.



The Earned Release Program is open to non-violent offenders who have an identified substance abuse treatment need. The sentencing court determines at sentencing whether an inmate will be eligible for the ERP. Those who complete the program may be released to extended supervision.

ERP is open only to volunteers and the participants must sign an agreement to fully take part in all aspects of the program. Participants who do not meet treatment program standards are returned to the prison population to serve the remainder of their sentence.

Duration: Close-ended 26 week program

Purpose/Goals:

1. To eliminate criminal and other undesirable/injurious behavior committed by inmates.
2. To eliminate illicit substance use, activities, and patterns displayed by inmates.
3. To prepare inmates for a positive reintegration into society by managing responsible law-abiding lifestyles upon release.

Description: The following areas are addressed in the Earned Release Program:

- | | |
|---|------------------------------------|
| ■ Academics: ABE / GED / HSED | ■ Relationships |
| ■ AODA Education | ■ Relaxation / Recreation / Stress |
| ■ Criminal Personality Cognitive Material | ■ Sexuality Issues |
| ■ Cultural Diversity | ■ Social Skills and Communication |
| ■ HIV / AIDS | ■ Victim Impact |
| ■ Recidivism / Relapse Prevention | ■ Violence / Anger Management |

The Earned Release Program uses a multi-disciplined approach to address criminal behavior, alcohol/drug involvement and academic deficiencies of the inmate. Upon entering the program, the inmate is expected to begin to establish a foundation to enable him to advance socially, emotionally, and academically without involvement of alcohol and/or drugs.

The Earned Release Program utilizes various curriculum and materials including Houses of Healing and the Change Companies Journals. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the program. Those participants are encouraged to attend educational classes if they have already obtained a high school diploma. If they have not obtained their diploma or HSED/GED, they must participate in educational classes in addition to the other components of the AODA program to work towards obtaining their HSED.

To date there have been 99 graduating classes. During the period of 7/1/11 through 6/30/12:

| | |
|-------------------------|------------------------------|
| Participants Enrolled: | 170 |
| Participants Completed: | 108 (completion rate of 64%) |
| Saved Bed Days: | 45,713 |
| Total Savings: | \$ 4,159,883 |

The Earned Release Program “Operating While Intoxicated” (ERP/OWI) began in February 2011 at RCI. Our current staffing pattern is three Social Workers and one Treatment Specialist providing substance abuse treatment. The Social Workers and Treatment Specialist have Substance Abuse Counselor certifications. Each group has ten participants in a close-ended group, thus having the availability to serve forty participants in the program at one time.

The ERP/OWI program is open to non-violent offenders who are currently serving a sentence for Operating While Intoxicated. The sentencing court determines at sentencing whether an inmate will be eligible for the ERP. Those who complete the program may be released to extended supervision. ERP is open only to volunteers and the participants must sign an agreement to fully take part in all aspects of the program. Participants who do not meet treatment program standards are returned to the prison population to serve the remainder of their sentence.

Duration: Close-ended 26 week program

Purpose/Goals:

1. To eliminate criminal and other undesirable/injurious behavior committed by inmates.
2. To eliminate illicit substance use, activities, and patterns displayed by inmates.
3. To address the thinking errors that justifies the illegal behavior of drinking and driving.
4. To prepare inmates for a positive reintegration into society by managing responsible law-abiding lifestyles upon release.

Description: The following areas are addressed in the ERP/OWI:

- | | |
|---|------------------------------------|
| ■ Academics: ABE / GED / HSED | ■ Relationships |
| ■ AODA Education | ■ Relaxation / Recreation / Stress |
| ■ Criminal Personality Cognitive Material | ■ Sexuality Issues |
| ■ Cultural Diversity | ■ Social Skills and Communication |
| ■ HIV / AIDS | ■ Victim Impact |
| ■ Recidivism / Relapse Prevention | ■ Violence / Anger Management |

The ERP/OWI program uses a multi-disciplined approach to address criminal behavior, alcohol/drug involvement and academic deficiencies of the inmate. Upon entering the program, the inmate is expected to begin to establish a foundation to enable him to advance socially, emotionally, and academically without involvement of alcohol and/or drugs.

The ERP/OWI Program utilizes various curriculum and materials including Houses of Healing, Criminal Conduct and Substance Abuse Treatment and the Change Companies Journals. We continue to provide a program that centers on literacy and comprehension, in addition to the other components of the program. Those participants are encouraged to attend educational classes if they have already obtained a high school diploma. If they have not obtained their diploma or HSED/GED, they must participate in

educational classes in addition to the other components of the AODA program to work towards obtaining their HSED.

To date there have been eight graduating classes. The first graduating class graduated on 8/26/11.

| | | | |
|-------------------------|----|-----------------|-------------|
| Participants Enrolled: | 50 | Saved Bed Days: | 11,987 |
| Participants Completed: | 37 | Total Savings: | \$1,090,817 |
| (completion rate 74%) | | | |

NEW FREEDOM IN-CELL AND BEHAVIORAL HEALTH PROGRAMS

WAUKESHA UNIT

- The New Freedom In-Cell programming was launched March 2, 2009 as a pilot program. This program is primarily an inmate resource for self-guided program needs such as self-management and goal-setting. As such, this program is not intended to be a substitute for inmates requiring a higher level of psychiatric care; although it may be an appropriate adjunct to other programming or psychological care.
- Participants must be self-directed and motivated to complete the program and must have a minimum of a 5th grade reading level.
- Behavioral identifiers have been established which correlate with a number of psychological problems. Twenty programs are available falling under the broad categories of: self-discovery; understanding feelings; changing cognitive distortions; coping skills; goal setting; anger, aggression, and violence; understanding self; and living a non-violent life.
- The number of inmates served by this program will vary based on established criteria as well as the number of inmates housed on the unit. The unit psychologist and social worker are responsible for assessing the inmate's clinical needs, reviewing completed assignments and providing written feedback.

Participants: 195 Programs Completed: 86

SEX OFFENDER TREATMENT

■ Alternative to Revocation / Sex Offender Treatment (ATR/SOT) Walworth Unit

This is open-ended and allows for intake at any time. This is a 75-day SOT/ATR program. The inmates are involved in treatment during the day, which consists of sex education, relapse prevention, denial and minimization, and cognitive disorders.

The program is designed to meet the needs of all types of sex offenders. The inmates have shown deviance, and include rapists, exhibitionists, voyeurs, pedophiles and a wide variety of criminal sexual behaviors. When referring an inmate to the program, the violations prompting revocation will be serious enough to initiate revocation. If the inmate fails the ATR program, revocation will be pursued.

■ Beacon Jefferson Unit

This is a front-end Sex Offender Treatment Program, which research indicates reduces recidivism and sex offense recidivism amongst those who complete it. Front-end means an inmate can lower risks while incarcerated and reduce the likelihood of civil commitment under Chapter 980.

This program is located on the Jefferson Unit. The unit has beds to accommodate forty-eight inmates. There are additional beds for sex offenders waiting for the programs, involved in pre- or post-testing, as

well as waiting for transition to the community. Group size is limited to twelve-fourteen inmates. Participants are provided exercises to complete between sessions.

Four Program Specialists are assigned a total of two intensive groups to co-facilitate. A Psychologist provides consultation for the four groups and facilitates the Phase 3 program. Each two-person team conducts a group and all providers meet weekly for case consultation and clinical supervision.

The Beacon Program is a two year program at present. Three treatment phases are planned over the one year period. Total length of program and total number of sessions is individualized for each inmate based on his risk level. Assessments include tests, interviews, and the polygraph.

Target Population:

The Beacon Sex Offender Treatment Program is designed for convicted male sex offenders who meet the following criteria:

- Inmates have an SOTP (SO-4) program assignment (SO-2 is not sufficient);
- The offense is not statutory, meaning if the victim is between the ages of 13-17, the inmate must be more than five years older than the victim at the time of the offense UNLESS the offense contains physical force, abduction, threat of force, or use of a weapon;
- Offense is NOT a hand-off offense;
- Inmate is psychologically stable.

Descriptions of Program Components, Activities, Modules

Phase One: The Enhanced Thinking Skills (E.T.S.) Program

Phase One seeks to produce change in the following areas: Impulse Control, Rigid Thinking, Poor Problem-Solving, Inadequate Perspective-Taking, Difficulties in Moral Reasoning, and Deficient Interpersonal Skills. These changes make it easier for the inmate to participate effectively in the later programs. Also, there is evidence that cognitive skills programming by itself produces sexual re-offense risk reduction.

The program style is one of active, participatory skill development. It is not a lecture-oriented or didactic program. It is not primarily confrontational, although staff is expected to address in-session delinquent behavior or attitudes. Staff functions as a coach, encouraging and stimulating effective thinking and problem-solving, versus a therapist focusing on helping someone with personal problems, or a professor giving a lecture.

This phase precedes all the rest; it is designed to build group cohesion, which has been found to result in positive outcomes and allows greater acceptance of confrontation. All inmates are expected to complete this phase to graduate to Phase Two. High priority is given to those inmates whose cognitive deficits are functionally related to their sex offending. There is a particular advantage at the onset in that deniers are able to participate. Discussion of sexual offenses is not required.

Phase Two: The Core Program

Phase Two is designed to obtain a full disclosure of past sexual offending, to develop a sense of victim impact and empathy, to address cognitive distortions, to develop a positive as well as avoidance Relapse Prevention Plan, and to enable the inmate to fully engage in a therapeutic process that may lead to a measured reduction of risk. Intensive monitoring and recording of dynamic risk factors is an ongoing feature.

The Core Program is intended for sex offenders at medium-to-high risk levels. Core requires admission of sexual offense behaviors in the group setting. It follows the Enhanced Thinking Skills (E.T.S.) and precedes the Extended Program. Post completion assessment will determine whether an inmate exits the Beacon Program successfully at this point or remains for the Extended Program. Two facilitators are used per group, which consists of twelve-fourteen inmates per session. Homework is given for completion between sessions.

The style is active and participatory with a series of group work and structured activities. Role-playing is carefully prepared and used extensively. The facilitators function as therapists, relying heavily on motivational interviewing, open-ended questioning, and the challenging of discrepancies and blind spots. Patterns of offending are exposed and addressed.

Phase Three: The Extended Program

This program seeks to produce change in the inmate's previously accessed dynamic risk areas. These areas of risk include: deviant sexual interests, distorted sexual attitudes, problems in social or affective functioning, and inappropriate self-management. Relapse prevention plans are developed further with these areas in mind.

The program consists of a series of structured and unstructured group/individual exercises. The group exercises and individual sessions are primarily constructed to enable the inmate to explore and modify his deeper and more pervasive deficits. The facilitators function as therapists who rely on motivational interviewing, Socratic questioning, and the challenging of discrepancies and blind spots. This phase is highly individualized to work on the dynamic patterns in the inmate's life history, which manifest in their offending. The Beacon Program enrolled thirty people during the reporting period and groups are now in progress.

Enrolled: 35

Completed: 8

Currently Enrolled: 22

■ Lighthouse

The Lighthouse Sex Offender Treatment Program has been designed to address the unique needs of sex offenders who are unable to engage in traditional sex offender treatment. Inmates with significant cognitive impairments and/or significant mental health concerns or developmental disabilities would qualify for the Lighthouse program provided they are willing to engage in treatment and are prepared to openly admit to and discuss their offending behaviors. The Lighthouse group is held two days a week for approximately one year. The Lighthouse program meets the treatment needs of SO-2 inmates.

Enrolled: 23 Completed: 20

■ Spanish SOT

Spanish Sex Offender Treatment 2 (SO-2 Spanish) is a one year program for Spanish speaking sex offenders. The program meets the needs of SO-2 inmates and utilizes multilingual providers. The group meets for two hours, once per week.

Enrolled: 10 Completed: 8

■ Standard SOT

Sex Offender Treatment 2 (SO-2) is an approximately twelve month program designed to treat sexual offending behavior using cognitive behavioral methods. The group meets two days a week and addresses etiology of sex offending behaviors, thinking errors, and relapse prevention. During this reporting period, 32 people were enrolled in the program. Nineteen people graduated and there are currently 10 participants in the program.

Enrolled: 24 Completed: 23

PSYCHOLOGICAL SERVICES

FY2013 ANNUAL REPORT

The mission of Psychological Services within the Department of Corrections, Division of Adult Institutions (DAI) coincides with the overall Departmental mission. The first objective for DAI Psychological Services Unit is crisis prevention and intervention. Successful crisis management requires both proactive and reactive intervention strategies to ensure that housed inmates maintain psychological health and

wellness. Proactive strategies require Psychological Services Units to identify, assess, and treat inmates with serious mental illnesses and/or those with serious behavioral disorders in ways that are consistent with professional and community standards.

In addition, a second objective is to promote pro-social, personally successful behavior by providing effective treatment of cognitive, emotional, and behavioral problems. It is through this necessary treatment that Psychological Services Units can assist in the Departmental mission of providing rehabilitation to inmates such that they can return to the community with skills necessary to change old thought patterns and maladaptive behavior. A commitment to public safety and security is maintained through efforts at targeting maladaptive behaviors which have widespread and long lasting effects on a community.

A third objective consists of sharing psychological expertise with institution staff by:

| | | |
|----------|--------------|--------------------|
| Teaching | Supervision | Research |
| Training | Consultation | Program Evaluation |

The fourth objective of the Psychological Services Unit continues in service to the Department of Corrections at the institutional and Departmental levels by providing presence, support, and input in multi-disciplinary meetings for the purpose of providing better care and custody.

Lastly, the Psychological Services Unit promotes psychology within Corrections by participating in the DAI Psychology Internship program as well as by training and supervising psychology practicum students at RCI and STF.

RECORDS OFFICE

FY2013 ANNUAL REPORT

The Records Office at Racine Correctional Institution is responsible for completing sentence calculations to determine an inmate's parole eligibility date, mandatory release or extended supervision date and maximum discharge date. Staff process inmate releases timely, completing numerous extensive checks for all DAI inmates released from RCI and STF. Additionally, staff schedule and coordinate parole interviews at the appropriate time for all eligible inmates.

The RCI Records Office consists of an Offender Records Supervisor, who also serves as the Institution Records Custodian, two Offender Records Assistant 3's and four Offender Records Assistant 2's.

RCI and STF released a total of 801 inmates in FY2013, averaging just over 66 per month. This number includes inmates released to parole, mandatory release, extended supervision and maximum discharge. Also included are inmates that were released after successful completion of the Earned Release Program (ERP)/Substance Abuse Program (SAP). Not included in this total are the fifty inmates that temporarily transferred from other institutions to RCI for release to U.S. Immigration and Customs Enforcement (ICE) detainees.

| RELEASES | | RCI | STF | TOTAL |
|----------|----------------|-----|-----|-------|
| | July 2012 | 67 | 9 | 76 |
| | August 2012 | 38 | 9 | 47 |
| | September 2012 | 54 | 14 | 68 |
| | October 2012 | 70 | 13 | 83 |
| | November 2012 | 43 | 13 | 56 |
| | December 2012 | 42 | 11 | 53 |
| | January 2013 | 49 | 9 | 58 |
| | February 2013 | 56 | 15 | 71 |
| | March 2013 | 43 | 17 | 60 |
| | April 2013 | 81 | 9 | 90 |
| | May 2013 | 53 | 14 | 67 |
| | June 2013 | 62 | 10 | 72 |
| | GRAND TOTAL | 658 | 143 | 801 |



There were 198 parole interviews held in FY2013. Our average number of parole interviews was slightly more than 14 per month at RCI and approximately 2 per month at STF.

| PAROLE INTERVIEWS | RCI | | STF | TOTAL |
|-------------------|----------------|----|-----|-------|
| | July 2012 | 13 | 1 | 14 |
| | August 2012 | 14 | 1 | 15 |
| | September 2012 | 11 | 1 | 12 |
| | October 2012 | 11 | 3 | 14 |
| | November 2012 | 17 | 4 | 21 |
| | December 2012 | 19 | 1 | 20 |
| | January 2013 | 20 | 3 | 23 |
| | February 2013 | 19 | 1 | 20 |
| | March 2013 | 8 | 1 | 9 |
| | April 2013 | 14 | 3 | 17 |
| | May 2013 | 13 | 5 | 18 |
| | June 2013 | 12 | 3 | 15 |
| | GRAND TOTAL | | 171 | 27 |

RESTORATIVE JUSTICE

FY2013 ANNUAL REPORT

Charity Crafts

Through the Charity Crafts program, inmates made 762 hand-sewn teddy bears and 160 blankets, which were donated to professional organizations such as local Police and Fire Departments, Ronald McDonald House, Wheaton Franciscan Hospital, St. Mary's Hospital, and Toys for Tots, just to name a few. We have made generous donations of Charity Craft items to local nursing homes and churches, as well.



Inmates' visitors are given the opportunity to purchase teddy bears for \$5 each for the large bears or two small bears for the same \$5 donation.

Production was down a little this year since the entire Charity Crafts operation was moved into the Recreation Building. Sharing a room with the Hobby/Music areas, Charity Crafts currently utilizes full-time and part-time inmate workers who work only during the day shift.

Inmate Charity Crafts workers crocheted 246 hat/mitten/scarf sets, a variety of vests, blankets and stuffed toys, which were donated to the local Racine area Toys for Tots program. RCI is in partnership with Toys for Tots, who donated several hundred skeins of yarn valued at over \$2,000 to our program. In addition, local churches have donated over 600 skeins of yarn. These generous donations have enabled this program to employ a maximum of seven teddy bear makers and four crocheters\knitters to provide these items.



We currently have three volunteers, Ms. Joann, Ms. Gloria and Ms. Eva. Ms. Eva founded the program in the mid 1990's, retired in 2009, and then realized she loved the program so much she had to return. All three have donated their time and efforts to this wonderful program. They have utilized their talents to teach the inmates how to sew, knit and crochet many items that are donated to the local community. They are all positive role models for the inmates, teaching them the importance of honesty, respect and hard work.

National Crime Victims' Rights Week

"New Challenges – New Solutions"

Each April since 1981, OVC (Office for Victims of Crime) has helped lead communities throughout the country in their annual observances of National Crime Victims' Rights Week by promoting victims' rights and honoring crime victims and those who advocate on their behalf. Correctional institutions throughout Wisconsin join in by providing inmates the opportunity to "give back." At RCI, special programs are held during this week for both staff and inmates. Both staff and inmates also participate in fundraisers, with proceeds donated to a local charitable organization; for 2013 that organization was Lutheran Social Services-Sexual Assault Program. Activities in 2013 included:

- Two Victim Impact Presentations to inmates and an inmate talent show.
- A series of DVD's dealing with crime and victimization were aired on the inmate channel throughout the week.
- Posters created by RCI/STF program inmates were displayed at RCI and STF.
- Inmates competed in an essay contest, with essays based on this year's theme: "New Challenges-New Solutions."
- Fundraisers:
 - Inmate Renegade Basketball Tournament: Inmates donated \$1.00 to participate.
 - Spades card game tournament at STF: Inmates donated \$1.00 to participate.
 - Haircut fundraiser: Inmates donated \$2.00 for a haircut.
 - All-Star Basketball Game: Spectators donated \$0.50 each to enjoy watching the game.
 - Movie & Popcorn Night at STF: Inmates donated \$1.00 to participate.
 - Silent Auction for Staff: Hobby & craft items created by a number of inmates were purchased by staff during a silent auction.

SECURITY

FY2013 ANNUAL REPORT

Mandatory annual training was completed for all staff. Suicide Prevention, Basic Emergency Preparedness and CPR were offered on training days for uniform and non-uniform staff. In addition, there were mandatory courses for staff to take on line through myDOC (the DOC intranet).

All staff members are now required to attend an annual PREA training. Annual fire drills were conducted, as well as tornado drills on the housing units and in program areas.

Security Threat Groups Task Force (STG)



During FY13, RCI refocused and reorganized their efforts to combat gang activity. This was accomplished through additional gang training for all uniform and non-uniform staff on institution training days. In addition, several of our STG Task Force members attended multiple non-DOC trainings that covered the deciphering of gang codes as well as street gangs. This has resulted in an increased awareness and tracking of gang members and their activity within RCI. RCI has also established a centralized information point for security staff and STG Task Force members.

NIMS/ICS (National Incident Management System/Incident Command System)



In the current fiscal year, RCI conducted one tabletop exercise. This exercise was a continuation from a previous exercise which involved an active shooter scenario within the Administration Building at RCI.

- ✓ RCI's Emergency Response Unit participated in a mass casualty functional exercise at Racine Youthful Offender Correctional Facility (RYOCF).
- ✓ The Sturtevant Transitional Facility Assistant Superintendent completed the necessary coursework to become certified by FEMA as a Master Exercise Practitioner.
- ✓ Lastly, there was an organization change to the internal NIMS Committee, with the appointment of a new institution NIMS Coordinator.

Community Donations



RCI continues to donate electronics, clothing, games, hobby items and other miscellaneous contraband items to local charities/shelters on a quarterly basis.

CONDUCT REPORT STATISTICS

| | MAJORS | MINORS | SUMMARIES | TOTAL |
|-------------------|--------|--------|-----------|-------|
| MONTHLY AVERAGE | 101 | 76 | 124 | 301 |
| FISCAL YEAR TOTAL | 1,261 | 911 | 1,482 | 3,609 |
| APPEALS | 169 | 53 | n/a | 222 |

MOVEMENT STATISTICS

| | | | |
|------------------------|-------|----------------------------------|------|
| TLU/ATR IN | 227 | OWO | 1031 |
| TLU/ATR OUT | 146 | OCO | 403 |
| GENERAL POPULATION-IN | 1,128 | RACINE COUNTY JAIL/DCI HOLDS-IN | 369 |
| GENERAL POPULATION-OUT | 1,157 | RACINE COUNTY JAIL/DCI HOLDS-OUT | 353 |

SEGREGATION STATISTICS

| SEGREGATION POPULATION | DAILY AVERAGE |
|------------------------|---------------|
| Waukesha/West | 37 |
| Waukesha/East | 73 |
| Total Segregation | 110 |

TRANSPORTATION STATISTICS

| TRIPS | WEEKLY AVERAGE | YEARLY TOTAL |
|--------------------------|----------------|--------------|
| Medical | 15 | 784 |
| Other | 2 | 80 |
| Total | 17 | 864 |
| MILES DRIVEN | | |
| Medical | 2,080 | 108,134 |
| Other | 223 | 11,601 |
| Total | 2,303 | 119,735 |
| INMATES TRANSPORTED | | |
| Medical | 20 | 1,016 |
| Other | 2 | 124 |
| Total | 22 | 1,140 |
| REGULAR & OVERTIME HOURS | | |
| Medical | 202 | 10,490 |
| Other | 13 | 686 |
| Total | 215 | 11,176 |

AVERAGE DAILY INMATE POPULATION (RCI/STF)

FY13 TRAINING PROVIDED TO RCI/STF STAFF

RCI/STF STAFF MEMBERS RECEIVED TRAINING IN THE AREAS LISTED BELOW

Training Days are held the first Monday of each month (on institution Training Days), with additional training days scheduled as needed. A considerable amount of training is also provided "on shift." Types of training provided for staff are listed below.

5-Point Restraint
Act 100
ADA Coordinator
Adult Children/Past Parental Substance Abuse
Advanced Drug Identification
Advanced Gang Training
Advanced Taser Training
Advocate Training
ICS Tabletop Exercise – Fire Drill & P&P 1007 Review
ICS Tabletop Exercise – Tornado Drill
ICS Tabletop Exercise – Tornado Scenario
ICS Tabletop Exercise – Work Stoppage
Incapacitating Agents
Incident Action Plan
Incident Management Teams
Incident Management/Unified Command Hazard
AED (New User)
AED Video Training
Air Taser
Alcohol-American's #1 Drug
Annual Range Requalification
Basic Emergency Preparedness
Blood Borne Pathogen Awareness
BLS for Health Care Providers
Cognitive Group Intervention
Crisis Negotiation Training
Command & General Command Staff Functions
Compas Refresher
Conflict Resolution & Respect in the Workplace
Containment Exercise
Containment Team Drill
CPR Anytime
CPR Anytime Instructor
CPR/AED
CPR/AED-AHA for Healthcare Providers
Crisis Negotiation Team
Cultural Diversity
DAI Policy PAT 1 for 2
Desktop Applications Initial Site Computer
Desktop Applications Initial Site Computer-Train the Trainer
Desktop Applications Microsoft Office
Desktop Applications Microsoft Word
Desktop Applications NT/Outlook Trainer
Desktop Applications Outlook
DNA Collection
Electronic Judgment of Conviction (JOC) Training
Emergency Count
Emergency Count Review
Emergency Preparedness Fire Policy
ERU Baton
ERU Baton/Marching
ERU Marching

ERU Squad Leader
ERU Tactical Weapons
ERU Training ICS 300
Escorting Procedures
Ethics
Evidence Based Practice
Fire Drill
Fire Extinguisher
First Aid
First Responder Philosophy Update
Fraternization Policy Review
FTO/CTO
Gender Identity Disorder
Health & Safety SCBA Update
Honor Guard
ICS100
ICS 200
ICS 200 (Joint Training)
ICS 300
ICS 400
ICS Emergency Operations Center Interface
ICS Incident Command Post Set-Up
ICS NIMS N337
ICS Policy & Procedure 2219-Emergency Count
ICS Table Top Exercise
ICS Table Top Exercise-Natural Disaster Response
Infectious Disease
Initial Site Computer Training
Inmate Drug Testing – DAI Policy 306.17.01
Intake for Offenders with AODA
Interstate Compact Rules Amendment – DAI K2
Introduction to Compas
K20 P.I.C.S.
Limited English Proficiency
Mass Care Triage
Medication Delivery Refresher
Motivational Interviewing
New Employee Orientation
NIMS
OC Update
OTS Training
Pepper Ball
Policy & Procedure 1006-Heat Advisory
Policy & Procedure 1020-IT Resources
Policy & Procedure 2007-Escape, Apprehension Notification
Policy & Procedure 2408-Personal Property, Inmate
POSC 4-Hour Update-Use of Force
POSC Baton-ERU
POSC Baton-ERU Technique (Joint Training)
POSC Baton-Single Officer Technique (Joint Training)
POSC First Responder
POSC Instructor Update (Joint Training)

POSC Report Writing
 POSC Restraint Chair
 POSC Restraint Procedure
 POSC Single Officer Baton
 POSC Techniques
 POSC Trainer Update
 POSC Update
 POSC Update-4-Hour POSC Use of Force
 POSC Update-Use of Force Changes
 POSC-ERU
 Post Orders
 PREA
 PREA Quarterly Meeting
 Property Pack-Ups
 PTA Web – Employee
 PTA Web - Supervisor
 Radiation Safety
 Recovery from Disaster
 Room and Building clearing
 Scars, Marks, Tattoos
 Scott Air Pak
 Security Threat Group Introduction
 Security Threat Group Training
 Specialty Impact Munitions
 Suicide Prevention
 Taser
 Tornado Drill
 Training Release Planning
 Understanding Lab Results for HIV
 Use of Force
 Van Certification
 Volunteer Orientation
 Weapons Barrel Check
 Weapons Dry Fire
 Weapons Handgun
 Weapons Handgun Qualification
 Weapons Instructor Update
 Weapons Introduction to Firearms
 Weapons Rifle Initial Qualifications

Weapons Rifle Regulations
 Weapons Safety
 Weapons Shotgun Initial Qualification
 Weapons Shotgun Regulations
 Weapons Use of Force Initial Qualification
 Weapons Use of Force Requalification
 WICS
 WICS Incident Reports
 WITS



VISITING

The Visiting Room is committed to providing a family atmosphere in which inmates may visit with family and friends.

Racine Correctional Institution continues to utilize an Even/Odd Visiting System to accommodate the large number of visits that are processed each year. The system is based on the inmate's DOC number and ensures that inmates are given adequate time to visit with family and friends.

- Inmates having DOC numbers ending in even numbers are allowed visits on even numbered days.
- Inmates having DOC numbers ending in odd numbers are allowed visits on odd numbered days.

Due to the continuation of this system, no inmate visits have been cut short or denied due to space limitations.



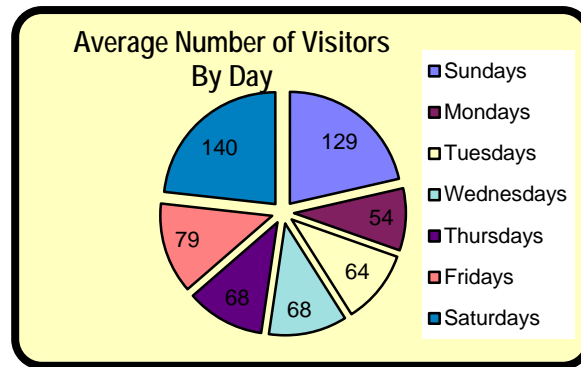
During the 2013 Fiscal Year (7/1/12 thru 6/30/13), RCI processed:

An Average of 97 Visitors per day

An Average of 58 Visits per day

Total Number of Visitors: 33,492

Total Number of Visits: 20,026

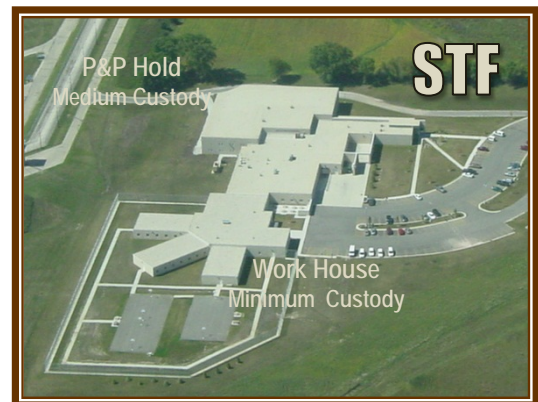


STURTEVANT TRANSITIONAL FACILITY

FY2013 ANNUAL REPORT

The 304-bed Sturtevant Transitional Facility (STF) is located on Rayne Road, east of the DCC Region 2 Offices. The facility operates under the supervision of the Racine Correctional Institution and is directly overseen by a Correctional Center Superintendent. The Warden of the Racine Correctional Institution has overall responsibility for oversight of the facility.

STF is designed to provide for better inmate transition to the community by returning them as productive members of society. The facility provides an Anger Management Program, Cognitive Intervention Program, Work Release, Project Crew, Community Service, and acts as a hold facility similar to a county jail.



There are two security levels. One side is 152-bed minimum custody and the other side is 152-bed medium custody.

STF-Minimum opened in December of 2003 and STF-Medium opened in May 2004.

Minimum Security: The minimum security portion of STF houses one hundred and fifty-two (152) minimum security Division of Adult Institution (DAI) inmates.

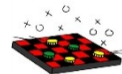
Medium Security: The 152-bed medium security portion houses Probation and Parole Hold Division of Community Corrections (DCC) offenders. Probation and Parole offenders placed at STF-Medium are those who had been placed on probation or parole in the community and subsequently violated rules of supervision. They are awaiting a revocation hearing to determine if their probation or parole status will be revoked.

- STF-Medium has a revocation suite that is capable of conducting two hearings simultaneously. There are several interview rooms located in the suite as well. Currently, there is an officer and two liaison agents responsible for scheduling hearings and attorney/agent visits within the suite.
- STF partners with the following counties: Dane, Kenosha, Racine, and Waukesha County Jails, as well as Region 3 of Milwaukee County, providing space for the DCC Hold Offenders from those counties awaiting revocation.

- STF provides opportunities for on-site visiting for all inmates/offenders housed there. On the minimum side of the facility, inmates are allowed contact-visiting several times per week in the dining room. On the medium side of the facility, the offenders have no-contact visiting. Visits are conducted by the use of pre-programmed tele-visiting machines. The machines automatically shut down after thirty minutes.
- Current treatment is provided by Horizon Healthcare, Inc. for Employee Support Specialist and Cognitive Intervention.
- Work release is only available to DAI inmates on the minimum-security side of the facility. Inmates must be physically fit and stable on medications before being placed on work release. STF staff approves all job sites. There were 109 new work release placements this fiscal year.

On Grounds Opportunities:

- | | | |
|---------------|---------------------------|------------------|
| ★ Basketball | ★ Law Library | ★ Volleyball |
| ★ Board Games | ★ Universal Gym Equipment | ★ Weekend Movies |



- All inmates assigned to STF are required to perform jobs such as shoveling snow, washing dishes, washing windows, etc.
- STF provides a twelve-inmate crew for RCI each day to work outside of the institution.
- Approximately fifteen inmates work in the kitchen at STF under the supervision of Food Service Leaders. All food is prepared and cooked on-site. The STF Food Service area is operational sixteen hours per day. ServSafe Certification is now available, which allows inmates to be Certified Restaurant Managers.
- STF provides educational opportunities in cooperation with Belle Venture School.
- All minimum STF inmates are required to participate on community service work crews as needed.
- Community Service/Project Crews:

June of 2012: An inmate project crew assisted Kansasville Fire Department with landscaping, painting and vehicle detailing.

Summer of 2012: An inmate crew worked with the Caledonia Historical Society to restore the former Sturtevant Train Station that was moved to Linwood Park.

Winter of 2012-2013: Inmate crews assisted the City of Racine Belle Urban Bus System with snow removal from 500 bus stops throughout the city.

Stakeholder Interaction:

Staff of Sturtevant Transitional Facility continuously meet and work with community stakeholders throughout the year. Listed below is a sampling of businesses and organizations we partner with and who assist us in preparing the inmates for a successful transition back into the community.

- | | |
|--------------------------------------|---|
| ■ Caledonia Historic Society | ■ Department of Workforce Development |
| ■ Windows to Work Southeastern | ■ Belle Urban Bus System |
| ■ Community Reentry Program | ■ Veterans Affairs |
| ■ Educator's Credit Union | ■ Gateway Technical College |
| ■ UW-Milwaukee Opportunity Center | ■ Waterford Chamber of Commerce |
| ■ City of Racine Second Chance Grant | ■ Vietnam Veterans Racine/Kenosha Chapter |
| ■ Racine Vocational Ministries | |

ACRONYMS USED IN THIS REPORT

| | |
|------|---|
| ABE | Adult Basic Education |
| ACA | American Correctional Association |
| ADA | Americans with Disabilities Act |
| AED | Automated External Defibrillator |
| AHA | American Heart Association |
| AIDS | Acquired Immune Deficiency Syndrome |
| AODA | Alcohol and Other Drug Abuse |
| ATR | Alternative to Revocation |
| BOCM | Bureau of Classification and Movement |
| CERT | Community Emergency Response Team |
| CGIP | Cognitive Group Interventions Program |
| CISD | Critical Incident Stress Debriefing |
| CNT | Crisis Negotiation Team |
| CPR | Cardio-Pulmonary Resuscitation |
| CTO | Corrections Training Officer |
| DAI | Division of Adult Institutions |
| DCC | Division of Community Corrections |
| DCI | Dodge Correctional Institution |
| DNA | Nucleic acid that contains genetic instructions |
| DNR | Department of Natural Resources |
| DOC | Department of Corrections |
| DVD | Digital Versatile Disc |
| DWD | Department of Workforce Development |
| EKG | Electrocardiogram |
| ELL | English Language Learners |
| ERC | Employment Resource Center |
| ERP | Earned Release Program |
| ERU | Emergency Response Unit |
| ESP | Employee Services Program |
| ETS | Enhanced Thinking Skills |
| FEMA | Federal Emergency Management Agency |
| FLCI | Fox Lake Correctional Institution |
| FTE | Full Time Employee |
| FTO | Field Training Officer |
| FY13 | Fiscal Year 2013 (7/1/12 thru 6/30/13) |
| GED | General Educational Development |
| GPS | Global Positioning System |
| HALO | Homeless Assistance Leadership Organization |
| HIV | Human Immunodeficiency Virus |
| HSED | High School Equivalency Diploma |
| HSU | Health Services Unit |
| ICE | Immigration and Customs Enforcement |
| ICS | Incident Command System |
| IT | Information Technology |
| JOC | Judgment of Conviction |
| K2 | Synthetic Cannabis |
| LCD | Refers to type of computer monitor |
| LSU | Louisiana State University |
| MATC | Milwaukee Area Technical College |
| MR | Mandatory Release (Date) |
| MTC | Madison Training Center |
| NBC | National Broadcasting Company |
| NIMS | National Incident Management System |

| | |
|---------|--|
| myDOC | Department of Corrections Intranet System |
| OC | Oleoresin Capsicum (Pepper Spray) |
| OVS | Office for Victims Services |
| OCO | Out-Court Order |
| OTS | Overtime System |
| OVC | Office for Victims of Crime |
| OWI | Operating While Intoxicated |
| OWO | Out-Warden's Order |
| PAT | Positive Adjustment Time |
| POSC | Principles of Subject Control |
| P&P | Policy & Procedure |
| PREA | Prison Rape Elimination Act |
| PTA Web | Project Time Reporting (timekeeping system) |
| RCI | Racine Correctional Institution |
| RYOCF | Racine Youthful Offender Correctional Facility |
| SAP | Substance Abuse Program |
| SE | Southeast |
| SEO | Security & Emergency Operations |
| SO | Sex Offender |
| SOT | Sex Offender Treatment |
| SOTP | Sex Offender Treatment Program |
| STD | Sexually Transmitted Disease |
| STF | Sturtevant Transitional Facility |
| STG | Security Threats Groups |
| TABE | Test of Adult Basic Education |
| TLU | Temporary Lock-Up |
| UPS | United Parcel Service |
| UW | University of Wisconsin |
| WI | Wisconsin |
| WICS | Wisconsin Integrated Corrections System |
| WITS | Wisconsin Inmate Tracking System |

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Racine Correctional Institution
2019 Wisconsin Street
Sturtevant, WI 53177

